



C o u n t y o f S a n L u i s O b i s p o

GENERAL SERVICES AGENCY

Janette D. Pell, Director

Helen McCann, Department Administrator

INVITATION TO BID #3530-11 WAN Data Communications

May 25, 2011

The County of San Luis Obispo is currently soliciting bids for Wide Area Network (WAN) data communication circuits as noted.

Each bid shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the bid. Failure to set forth any item in the specifications shall be grounds for rejection. The County of San Luis Obispo reserves the right to reject all bids and to waive any informalities.

Please submit your bids on the attached form. They must be received at the office of the General Services Agency no later than 3:00 p.m. June 27, 2011.

Any and all comments and suggestions are sincerely encouraged prior to the bid opening.

PHILLHALEY4

Buyer – GSA - Purchasing
phaley@co.slo.ca.us

TO: ALL PROSPECTIVE BIDDERS**SUBJECT: LOCAL BIDDERS PREFERENCE**

The County of San Luis Obispo has established a local vendor preference. All informal and formal bids for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law requires be awarded to the lowest responsible bidder.
2. Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate bids considering the local vendor preference described above. The burden of proof will lie with bidders relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective bidders are encouraged to quote the lowest prices at which you can furnish the items or services listed in County bids.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____ _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name: _____

Authorized Individual: _____ Title: _____

Signature: _____ Dated: _____

TO: ALL PROSPECTIVE BIDDERS**SUBJECT: POLICY ON PURCHASING PRODUCTS MADE WITH OR CONTAINING
CHLOROFLUOROCARBONS (CFC's)**Summary

Many products contain chlorofluorocarbons (CFC's), a known depleter of ozone in the atmosphere. Under the U.S. Clean Air Act and the Montreal Protocol on Substances that Deplete the Ozone Layer, CFC production for use in industrialized nations is to be totally phased out by January 1, 1996. There are still many products on the market that contain CFC's or are made with CFC's. The Department of General Services, purchasing staff must identify products made with or containing CFC's and purchase alternative products whenever practical and possible.

Policy

To this end, it shall be the policy of the County of San Luis Obispo that all bidders, who wish to do business with the County are required to identify all products that contain CFC's or use CFC's in the manufacturing or shipping processes. Bidders are required to identify alternative products that do not use CFC's, for possible purchase by the County.

Bidder Response

	YES	NO
Do any products offered herein contain CFC's or use CFC's in the manufacturing or shipping process?		
If yes, please offer an alternative product by copying bid forms and submitting an alternate bid. Will you offer an alternate?		
Please provide any other information that may be helpful to the County. Attachments are acceptable.		

Bidder: _____

GENERAL CONDITIONS AND INSTRUCTIONS

1. All bids submitted by Seller to Purchaser should be submitted upon the attached bidder's form, completed and signed, (only typewritten or ink shall be accepted with no erasures or corrections unless properly authenticated by signature) in accordance with the instructions contained herein.
2. The issuance of this bid request creates no obligation on the part of the County and the County reserves the unconditional right at its option to either reject all bids or waive any irregularities or informalities therein. Each bid shall be in a separate sealed envelope with the bid number, name of bidder, title of the bid, date and time due showing on the outside of the envelope.
3. All prices must be firm for 45 days from the date of the bid opening and be inclusive. Upon award, prices will be in effect for the term of the contract.
4. If you offer any prompt payment discounts, please indicate this on your bid.
5. Awards will be made to realize the greatest savings to the County.
6. Submission of a signed bid will be interpreted to mean that the bidder has thereby agreed to all conditions, instructions, descriptions and specifications contained herein.
7. All materials included in the contract shall be in compliance with all Federal and State OSHA laws.
8. All applicable City, State, and Federal taxes and fees are to be included in the proposal.
9. The only terms that will be honored are those terms included in general and special conditions and instructions, purchase order or other documents issued by the County.
10. In the event of any conflicts or ambiguities between these instructions and State or Federal laws, regulations or rules, then the latter shall prevail.
11. Only one bid will be accepted per vendor.
12. Bidders may withdraw their bid either personally, by written request, or by email request to the buyer above at any time prior to the scheduled closing time for receipt of bids. No bidder may withdraw their bid after the time set for the opening.
13. All time limits stated are of the essence. Any bids received after closing time stipulated will be returned unopened.
14. All bids must be submitted in a manner so they can be readily hole punched and placed in a standard legal size file folder.

15. The County may make partial payments after a substantial portion of the merchandise has been delivered. On all items, a 10% retention will be withheld until all merchandise has been accepted.
16. Brand names are used to establish a level of quality only. Any alternates must be approved five (5) days prior to the bid opening date, by the Buyer, who will have the sole right to make the determination. If an alternate is submitted without going through the above- described process, the County will have the sole right to decide whether or not an alternate is acceptable.
17. Vendor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin and that it will comply with the "Contractor's Agreements" provisions of Presidential Executive Order No. 11246.
18. **NO FAXED** Bids will be accepted.
19. Return bid by June 27, 2011 at 3:00 p.m. to:

COUNTY OF SAN LUIS OBISPO
GENERAL SERVICES AGENCY
PHILL HALEY, BUYER
1087 SANTA ROSA STREET
SAN LUIS OBISPO, CALIFORNIA 93408

The undersigned agrees to:

Deliver F.O.B (Dest) the data communications itemized below in the SPECIAL TERMS AND CONDITIONS, and in accordance with Specifications attached. All equipment to be new and unused of the latest model year and all attachments shall be designated to be compatible with equipment proposed.

All data communications, equipment and accessories shall comply with the applicable State and Federal Codes, Regulations and Requirements.

Data communications equipment shall be provisioned and ready for use when handed-off to the County.

DESCRIPTIVE LITERATURE WITH COMPLETE SPECIFICATIONS MUST ACCOMPANY ALL BIDS. DEVIATIONS TO ATTACHED SPECIFICATIONS MUST BE CLEARLY INDICATED. NO DEVIATIONS UNLESS SPECIFIED IN SPECIFICATION SHEET OR BELOW.

TERMS OF SALE _____

GRAND TOTAL: _____

Authorized Official Name (Print) _____

Authorized Official Title (Print) _____

Signature _____

Firm Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone _____ FAX _____

Federal Taxpayer ID# _____

☐ Individual/Sole Proprietor ☐ Corporation ☐ Partnership ☐ Other

BIDS MUST BE RECEIVED BY 3:00 P.M., JUNE 27, 2011 AND
WILL BE OPENED IN THE OFFICE OF THE GENERAL SERVICES AGENCY

Bid #**3530-11**

SPECIAL TERMS AND CONDITIONS**PRODUCT BASE**

The County of San Luis Obispo is seeking a purchase contract from a vendor to provide data communication circuits and value added services. The County General Services Agency Information Technology (GSA-IT) department has standardized on **Point-to-Point DS1** and **Channelized DS3** data circuits, where appropriate. Please bid monthly costs assuming a 12 month and/or a 24 month initial commitment for the circuit. The current data circuit locations to be considered for this bid are:

DATA COMMUNICATIONS COST MATRIX – (all DS1 circuits terminate on channelized DS3s in the County's data center at 976 Osos St., SLO)

<u>DS1 Locations</u>	<u>Address</u>	12 Mo. Commit	24 Mo. Commit
		<u>DS1 Cir. Cost</u>	<u>DS1 Cir. Cost</u>
DSS - S.A.F.E., P.R.	1802 Chestnut, Paso Robles	\$ _____	\$ _____
DSS - Cuesta College Paso	2800 Buena Vista Ave., Paso	\$ _____	\$ _____
Public Health - Paso Robles	723 Walnut St., Paso Robles	\$ _____	\$ _____
DSS – Paso1	530 12th St., Paso	\$ _____	\$ _____
DSS - Paso2	829 10th St, Paso	\$ _____	\$ _____
Drug & Alcohol Services - Atas.	3556 El Camino Real, Atas.	\$ _____	\$ _____
N. County Gov't Center	5955 Capistrano, Atascadero	\$ _____	\$ _____
Mental Health - Atascadero	5575 Hospital Dr., Atascadero	\$ _____	\$ _____
DSS - Atas.	9415 El Camino Real, Atas.	\$ _____	\$ _____
Gen Svcs - SM Lake	4695 Santa Margarita Rd., SM	\$ _____	\$ _____
Gen Svcs - Dairy Creek	Dairy Creek, Hwy 1, SLO	\$ _____	\$ _____
Gen Svcs - El Chorro Park	427 Highway 1, SLO	\$ _____	\$ _____
APCD	3433 Roberto Ct, SLO	\$ _____	\$ _____
Public Health - Morro Bay	760 Morro Bay Bl., Morro Bay	\$ _____	\$ _____
Cambria Library	900 Main St., Cambria	\$ _____	\$ _____
Mental Health - Arroyo Grande	354 S. Halcyon Dr., AG	\$ _____	\$ _____
Public Works - Lopez Trtmnt	2845 Lopez Dr., AG	\$ _____	\$ _____
Ag Dept. - South County	810 W. Branch, Arroyo Grande	\$ _____	\$ _____
Lopez Ranger Station	6800 Lopez St., AG	\$ _____	\$ _____
DSS – AG	1086 E. Grand Ave., AG	\$ _____	\$ _____
Drug & Alcohol Services - A.G.	1523 Longbranch, Grover Bch.	\$ _____	\$ _____
Public Health - Grover Beach	286 16th St., Grover Beach	\$ _____	\$ _____
GSA - Coastal Dunes - Oceano	1001 Pacific, Oceano	\$ _____	\$ _____
DSS – Nipomo	681 Tefft St., Nipomo	\$ _____	\$ _____
Paso Robles Police	900 Park St., Paso Robles	\$ _____	\$ _____
Atascadero Police	5505 El Camino Real, Atas.	\$ _____	\$ _____
Atas. State Hospital Police	10333 El Camino, Atascadero	\$ _____	\$ _____
Cuesta College PD	Highwat 1 , SLO, 93403	\$ _____	\$ _____
SLO City Housing Auth.	487 Leff St., SLO	\$ _____	\$ _____
Pismo Beach Police	1000 Bello Ave., Pismo Beach	\$ _____	\$ _____
Grover Beach Police	711 Rockaway, Grover Beach	\$ _____	\$ _____
Arroyo Grande Police	200 N. Halcyon, AG	\$ _____	\$ _____
Morro Bay Police	850 Morro Bay Blvd., Morro	\$ _____	\$ _____
<u>DS3 Locations</u>	<u>Address</u>	<u>DS3 Cir. Cost</u>	<u>DS3 Cir. Cost</u>
Information Technology	976 Osos St. Rm 400 SLO	\$ _____	\$ _____

PURCHASING ESTIMATE

Currently the County has forty-five (45) point-to-point DS1 data circuits and three (3) channelized DS3 data circuits. It is expected the number of data circuits will remain fairly constant over time.

TERM OF CONTRACT

The term of this contract is up to five (5) consecutive years. After the initial year, the County reserves the right to renew this contract for four (4) additional, one year periods. Annual renewal of the purchase contract will be automatic, dependent upon continued price discounts and quality of service. Should price changes occur in the marketplace resulting in decreased cost to the vendor, that decrease shall be immediately passed on to the County. Prices charged shall be those in effect at the time of installation of the data communications circuit.

AWARD OF CONTRACT

Award of this purchasing contract will not be based solely on the lowest overall bid. The award decision will be based upon:

- Completeness Of Bid Proposal
- Data Communication Circuit Costs
- Vendor Qualifications
- Other Standard Services & Costs
- Value-Added Services

VENDOR QUALIFICATIONS

In order to fulfill the requirements of this contract, the vendor must be an provider of data communication circuits and services to local governments within California. Please provide relevant company background and a short list of your current customers with a relatively similar product base as the County. Include the customer's contact information.

OTHER STANDARD SERVICES & COSTS

The following standard services offered by the vendor shall remain in effect for the term of the contract. List the one-time costs associated with each service.

<u>Data Circuit Items</u>	<u>One-time Cost</u>
Initial Installation/Setup at Data Center (976 Osos St. Rm 400) to support Data Communications (if any)	\$ _____
DS1 Installation – Remote Site	\$ _____
DS1 Installation – Data Ctr. (976 Osos St.)	\$ _____
DS3 Installation – Data Ctr. (976 Osos St.)	\$ _____
DS1 Termination – Remote Site	\$ _____
DS1 Termination – Data Ctr. (976 Osos St.)	\$ _____
DS3 Termination – Data Ctr. (976 Osos St.)	\$ _____
DS1 Move – Remote Site	\$ _____
Typical Duration from DS1 Order Date to Installation Date	_____ days

VALUE ADDED SERVICES

The County is expecting the following value-added services as part of this bid. AT NO COST TO THE COUNTY. Please narrate how your company will be able to meet these expectations.

- Provide (at least) semi-annual vendor meetings held on County premises to review data communication performance and issues, product/service changes and other data communication topics of interest to the County.
- Assistance with high level design and implementation strategies.
- On site assistance with the first implementation of a new product